









JCTD POG “Quick Start” Instructions

Primary Recommendation: Start with PowerPoint activation of JCTD POG Master

- JCTD POG PowerPoint-based information is structured in two primary components:
 - JCTD POG Master (1)
 - JCTD POG Key Documentation Modules (11)
- JCTD POG components include a **“hyperlinking” capability** for ease of use when used in PowerPoint Slide Show mode, as follows:
 - Integrated JCTD POG Master with any and all JCTD Key Documentation Modules when **all Module files are** maintained in same Microsoft Explorer “folder”
 - Standalone within the JCTD POG master
 - Standalone within a JCTD POG Key Documentation Module
- Hyperlink navigating in Slide Show mode is performed by:
 - Mouse clicking guidelines next to a Table of Content (TOC) topic to go to a JCTD Master (TOC) topic
 - Mouse clicking  from a JCTD Master TOC topic to go back to the JCTD TOC
 - Mouse clicking  from the JCTD Master Taxonomy chart to go to 1 through 10 master process steps
 - Mouse clicking  from a Master Process Step chart to go back to the JCTD Master Taxonomy chart
 - Mouse clicking  from a Master Process Step chart Key Documentation **title** to a Key Documentation outline
 - Mouse clicking guidelines or example next to a Master or Module Key Documentation outline topic to go to a Module Topic Guideline or Example chart
 - Mouse clicking  from a Guideline or Example chart to go back to a Master outline
 - Mouse clicking  from a Guideline or Example chart to go back to a Module outline
- JCTD candidates should start by using Integrated POG Master and Modules
- Approved JCTDs should start by using either Integrated POG Master and Modules or specific standalone Module(s), as needed

***Note: Changing chart titles will impact hyperlinks**